



**2011 Annual WMBE Plan
City Budget Office**

1. Department Representative:

Jen Nance, WMBE Outreach Coordinator
684-8053
CH-07-01

2. 2011 Goals:

2010 WMBE Goal Attainment: Approximately 90 percent of the Mayor's Office budget comprises personnel costs. As a new administration the Mayor's Office did not set specific WMBE goals for 2010 but prioritized WMBE businesses when selecting vendors resulting in 26% of discretionary funds spent on WMBE firms.

WMBE Utilization Goal for Purchasing and Contracting in 2011

The Mayor's Office 2011 budget for professional services and office administration is \$242,000. Approximately 25 per cent of this total is tied up in standard rental or service agreements for fleets, office equipment and software licenses over which the Mayor's Office has no discretion to select other vendors.

The Mayor's Office will utilize minority businesses for printing services for the Mayor's travel planning. Efforts will also be made to utilize WMBE businesses for other discretionary spending.

2011 Department WMBE Target: 30%

2010 Department Final Total: 25.99% (purchasing 32.87%)

3. Project Specific Strategies and Objectives:

Race and social justice is a key component of the Mayor's priority initiatives including the Youth & Families Initiative, the Jobs Plan and Engage Seattle.

4. Department Training:

All Mayor's Office staff have received and will continue to receive Race and Social Justice Initiative training and are encouraged to utilize the training in the work they carry-out.

5. Outreach Events:

The Mayor's Office is committed to ensuring that all of Seattle's residents are aware of, and given the opportunity to attend town hall and other outreach meetings. Meeting notices are translated and distributed through non-traditional sources and translators are available at the meetings.

6. Consultant Inclusion Plans:

The Mayor's Office has a very limited consultant budget. Every effort will be made to recruit WMBE contractors.